

Early Lease Exit Notification

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this letter finds you well. I am writing to formally notify you of my intention to terminate my lease for the property located at [Property Address], effective [Effective Exit Date]. As per our lease agreement, I am providing [Notice Period, e.g., 30 days] notice.

Due to [brief explanation of reason for early termination, e.g., personal circumstances, job relocation], I am unable to continue my tenancy beyond the designated exit date. I understand the implications of this decision and am willing to comply with any necessary procedures during this transition.

Please let me know if there are any specific actions I need to take to facilitate this process, including final inspections or return of keys. I appreciate your understanding and cooperation in this matter.

Thank you for your attention to this notice. I look forward to your confirmation of my early lease exit.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]